

**Port of Port Townsend
2019 Operating & Capital Budgets' Schedule**

*	July 18, 2018	1:00	Draft 2019 Budget Schedule and process discussed at Commissions' Public Workshop
	July 23-27, 2018	TBD	<i>Group work sessions with Department Managers and Port Directors to discuss budget.</i>
*	July 25, 2018	5:30	Revised Budget Schedule reviewed & final approved by Commission, per RCW 53.35.045, at business meeting.
	August 9-15, 2018	TBD	<i>Individual work sessions with Department Managers and Port Directors.</i>
	August 22, 2018	3:00	Public Workshop session - discuss issues, goals & assumptions, with review of June YTD operating results. Include Business & Yard Managers.
	August 27, 2018	9:00	<i>Group work session with Department Managers and Port Directors to discuss budget - as needed.</i>
*	September 12, 2018	9:30	Public Workshop session - continue discussion of 2019 Budget issues, and review revenue projections. County Assessor will be in attendance to provide presentation of recommended budgeted tax levy for 2019.
*	September 26, 2018	5:30	1st draft of budget and cash flow presented at Commissions' business meeting.
	September 26, 2018		<i>1st draft of budget posted on Port website, for public comment.</i>
*	October 10, 2018	1:00	2nd review of draft 2019 Budget and Cash Flow projection with any proposed revisions and updates at Commissions' business meeting.
	October 10-24, 2018		<i>Advertise notification of public budget hearings in Leader & PDN.</i>
*	October 24, 2018	5:30	1st public hearing and public comment period on 2019 Budget at Commissions' business meeting.
*	November 14, 2018	1:00	2nd public hearing and public comment period on 2019 Budget, if needed, otherwise adopt budget and other requisite resolutions at Commissions' business meeting.
*	November 28, 2018	5:30	If 2nd public comment needed, adopt final 2019 Budget, including other requisite resolutions at Commissions' business meeting.
	November 30, 2018		<i>Tax levy resolutions and final budget due to Jefferson County.</i>

* Commission Meetings

All workshops & meetings will be held in the Commission Room on 333 Benedict Street, Port Townsend.